"The City of Heritage "



ULUNDI MUNICIPALITY PERFORMANCE AGREEMENT

2021/2022 ENTERED INTO AND BETWEEN

N.G. ZULU

MUNICIPAL MANAGER (hereinafter referred to as the EMPLOYER)

AND

MR R.M. MARIBUKO

DIRECTOR: PLANNING & DEVELOPMENT SERVICES

(hereinafter referred to as the EMPLOYEE)

1. INTRODUCTION

- 1.1 The Municipal Manager of the Ulundi Local Municipality (the Employer) has purposed to enter into a contract of employment with the (the Employee) in terms of Section 57(1)(a) of the Municipal Systems Act, Act 32 of 2000, as amended (hereinafter referred to as the Systems Act).
- 1.2 Section 57(1)(b) of the Systems Act, read with the contract of employment between the two parties, requires the parties to conclude an annual performance agreement.
- 1.3 The parties wish to ensure that they are clear about the goals to be achieved and secure the commitment of the (the Employee), reporting to the Municipal Manager of the Municipality (the Employer), to a set of actions that will secure local government policy goals.
- 1.4 This performance agreement is concluded between the Employee, and the Municipal Manager of the Ulundi Local Municipality (the Employer).

2. PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to:

- 2.1 Comply with the provisions of Section 57 of the Systems Act and the Municipal Performance Regulations published in the Government Gazette dated 1 August 2006;
- 2.2 Specify objectives and targets defined and agreed with the Employee and to communicate to the Employee the Employee's expectations of the Employee's performance and accountabilities in alignment with the Integrated Development Plan, the Service Delivery and Budget Implementation Plan and the Budget of the Municipality;
- 2.3 Specify accountabilities as set out in the Departmental Performance Plan for the 2021/2022 financial year, which forms an annexure to the performance agreement;
- 2.4 Monitor and measure performance against set targeted outputs:
- Use the performance agreement as the basis for assessing whether the 2.5 Employee has met the performance expectations applicable to his job;
- In the event of outstanding performance, to appropriately reward the 2.6 Employee; and
- 2.7 Give effect to the Employer's commitment to a performance orientated relationship with the Employee in attaining equitable and improved service delivery.

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3. PERFORMANCE MANAGEMENT SYSTEM

- 3.1 The Employee agrees to participate in the performance management system adopted by the Municipality.
- 3.2 The Employee accepts that the purpose of the performance management system will be to provide a comprehensive system with specific performance standards to assist the Employer, management and municipal staff to perform to the standards required.
- 3.3 The Employer will consult the Employee about the specific performance standards that will be included in the performance management system as applicable to the Employee.
- 3.4 The Employee undertakes to actively focus towards the promotion and implementation of the Key Performance Areas reflected in the Departmental Performance Plan for the 2021/2022 financial year within the local government framework.

4. EMPLOYER OBLIGATIONS

- 4.1 The Employer shall endeavour to create a working environment that is conducive to the Employee being able to attain the standards of performance expected of him.
- 4.2 The Employer shall provide the Employee with such physical, financial and human resources as are reasonably required for him to perform his functions.
- 4.3 The Employer shall provide access to skills development and capacity building opportunities.
- 4.4 The Employer shall empower the Employee by way of a set of appropriate delegations to act and make relevant decisions in the course of his employment.
- 4.5 The Employer shall work collaboratively with the Employee to solve problems and generate solutions to common problems that may impact on the performance of the Employee.
- 4.6 The Employer shall conduct the performance review in a fair and transparent manner.

5. EMPLOYEE OBLIGATIONS

5.1 The Employee is obliged to perform his functions to the best of his abilities and shall as far as practically possible endeavour to meet the standards of performance as set out in the attached Departmental Performance Plan for the 2021/2022 financial year.

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- 5.2 The Employee shall under all circumstances act in the best interests of the Ulundi Local Municipality.
- 5.3 The Employee shall co-operate with the Employer in conducting performance reviews.

6. CONSULTATION

- 6.1 The Employer agrees to consult the Employee timeously where the exercising of her powers will have amongst others:
 - 6.1.1 A direct effect on the performance of any of the Employee's functions;
 - 6.1.2 A commitment by the Employee to implement or to give effect to a decision made by the Employer: and
 - 6.1.3 A substantial financial effect on the Employee.
- 6.2 The Employer agrees to inform the Employee of the outcome of any decisions taken pursuant to the exercise of powers contemplated in sub-item 6.1 as soon as is practicable to enable the Employee to take the necessary action without delay.

7. COMMENCEMENT AND DURATION

- 7.1 Irrespective of the date of the signature of the agreement, this performance agreement and its annexure (the Departmental Performance Plan for the 2021/2022 financial year) will commence on 1 July 2021 and will remain in force until 30 June 2022. Thereafter a new annexure to this agreement will be concluded between the two parties for the following financial year.
- 7.2 The parties will review the provisions of this agreement during June each year. The parties will then conclude a new performance agreement that replaces the previous agreement by no later than 31 July of that year.
- 7.3 The agreement will terminate on the termination of the Employee's contract of employment for any reason.
- 7.4 Nothing contained in this performance agreement in any way limits the right of the Employer to terminate the Employee's contract of employment with or without notice for any other breach by the Employee of his obligations to the Employer or for any other valid reason in law.
- 7.5 The content of the agreement may be revised at any time during the abovementioned period to determine the appropriateness of the matters N.G.G. pur agreed upon.

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7.6 If at any time during the validity of the performance agreement the work environment alters (whether as a result of government or Council decisions or otherwise) to the extent that the contents of the agreement are no longer appropriate, the content shall immediately be revised and then mutually agreed upon by the two parties.

8. PERFORMANCE OBJECTIVES

- 8.1 The **Departmental Performance Plan** for the 2021/2022 financial year sets out:
 - 8.1.1 The key performance areas for which the Employee is responsible.
 - 8.1.2 The performance objectives and targets that must be met by the Employee.
 - 8.1.3 The timeframes within which those performance objectives and targets must be met.
 - 8.1.4 The performance objectives and targets reflected in the Performance Plan are set by the Employer in consultation with the Employee in compliance with legislative requirements and based on the Integrated Development Plan and the Budget of the Municipality and include key performance areas, objectives, targets, key performance indicators and weightings.
 - 8.1.5 The key performance areas describe the main tasks to be done. The key performance indicators consist of the details of the evidence that must be provided to show that an objective has been achieved. The targets describe the timeframe in which the work must be achieved. The weightings reflect the relative importance of the objectives to each other.
- 8.2 The **Employee's** assessment will be based on his/her performance in terms of the output/outcomes (performance indicators) identified as the performance plan annexed into this agreement, which are linked to the Key Performance Areas, and will constitute 80% of the overall assessment results as per the weightings agreed into between the **Employer** and the **Employee**:

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Key Performance Areas (KPA's)	Weighting
Basic Service Delivery	
Local Economic Development (LED)	
Municipal Transformation and Organisational Development	
Good Governance and Public Participation	
Financial Viability and Management	
Spatial and Environmental	
TOTAL	80%

8.3 The Core Competencies will make up the other 20% of the Employee's assessment score. In terms of Local Government: Regulations on appointment and conditions of employment of Senior Managers, Reg. 21 of 17 January 2016, the "Core Competencies" are competencies that cut across all levels of work in a municipality and enhance contextualised leadership that guarantees service delivery impact; and "Leading competencies" means competencies that are required to develop clear institutional strategy, initiate, drive and implement programs to achieve long-term sustainable and measurable service delivery performance results. There is no hierarchical connotation to the structure and all competencies are essential to the role of a senior manager to influence high performance. All competencies must therefore, be considered as measurable and critical in assessing the level of a senior manager's performance and as listed as follows:

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LEADING COMPETENC	CIES	
COMPETENCY		Weighting
Strategic Direction and Leadership	 Impact and Influence Institutional Performance Management Strategic Planning and Management Organisational Awareness 	
People Management	 Human Capital Planning and Development Diversity Management Employee Relations Management Negotiation and Dispute Management 	
Programme and Project Management	 Programme and Project Planning and Implementation Service Delivery Management Programme and Project Monitoring and Evaluation 	
Financial Management	 Budget Planning and Execution Financial Strategy and Delivery Financial Reporting and Monitoring 	
Change Leadership	 Change Vision and Strategy Process Design and Improvement Change Impact Monitoring and Evaluation 	
Governance Leadership	 Policy Formulation Risk and Compliance Management Co-operative Governance 	
Total Weighting Leading	Competencies	
CORE COMPETENCIES		
COMPETENCY Moral Compotence		Weighting
Moral Competence Planning and Organising		
Analysis and Innovation		
Knowledge and Informat	ion Management	
Communication		
Results and Quality Focu	IS	
Total Weighting Core Co	mpetencies	
TOTAL PERCENTAGE	WEIGHTING	20%

9. ASSESSMENT OF PERFORMANCE

9.1 Performance Reviews

The performance of the Employee in relation to his performance agreement shall be reviewed on the following basis:

First Quarter July to September
Second Quarter October to December
Third Quarter January to March
Fourth Quarter April to June

- 9.1.1 The quarterly reviews for the first and third quarter may be undertaken verbally between the Employer representative and the Employee if performance is satisfactory.
- 9.1.2 The fourth quarter (annual) review will be undertaken by an evaluation panel. The evaluation panel will consist of the following persons:

Municipal Manager of the Ulundi Municipality (Chairperson)
Chairperson of the Audit Committee
Member of the Executive Committee of the Ulundi Municipality
Municipal Manager from another Municipality

- 9.1.3 The Employer shall keep a record of the mid-year review and the annual assessment meetings.
- 9.1.4 Performance feedback will be based on both the Employer's and the Employee's assessment of the Employee's performance. Part of the review process is the development of an agreed assessment of the Employee's performance.
- 9.1.5 The Employer will be entitled to review and make reasonable changes to the provisions on the performance plan from time to time for operational reasons. The Employee will be fully consulted before any such change.
- 9.1.6 The Employer may amend the provisions on the performance plan whenever the performance management system is adopted, implemented and/or amended as the case may be. In that case the Employee will be fully consulted be fully consulted before any such change is made.

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Performance Rating Scale 9.2

Level	Terminology	Description	Rating
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level. The appraisal indicates that the Employee has achieved above fully effective results against all performance criteria and indicators as specified in the Performance Agreement and the Performance Plan and maintained this in all areas of responsibility throughout the year	130% - 150%+
4	Performance significantly above expectations	Performance is significantly higher than the standard expected in the job. This appraisal indicates that the Employee has achieved above fully effective results against more than half of the performance criteria and indicators and fully achieved all others throughout the year.	100% - 129%
3	Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisal indicates that the Employee has fully achieved effective results against all significant performance criteria and indicators as specified in the Performance Agreement and Performance Plan.	90% -
2	Performance not fully effective	Performance is below the standard required for the job in key areas. Performance meets some of the standards expected for the job. The review / assessment indicates that the Employee has achieved below fully effective results against more than half the key performance criteria and indicators as specified in the Performance Agreement and the Performance Plan	60% - 89%
1	Unacceptable performance	Performance does not meet the standard expected for the job. The review / assessment indicates that the Employee has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the Performance Agreement and the Performance Plan. The Employee has failed to demonstrate the commitment or ability to bring performance up to the level expected in the job despite management efforts to encourage improvement	Below 60%

Evaluation of Performance 9.3

The evaluation of performance consists of the following:

9.3.1 An assessment of the achievement of results as outlined in the Departmental Performance Plan (80%); and an assessment of the Leading and Core Competencies is (20%).

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- 9.3.2 Each objective in the Departmental Performance Plan will be assessed according to the extent to which the specified standards or performance indicators have been met.
- 9.3.3 Each of the elements of the Core Management Criteria, which have been weighted equally, will be assessed according to the extent to which the strategic alignment standards have been met.
- 9.3.4 An indicative rating on the five point rating scale will be provided for each performance objective and / or managerial competency.
- 9.3.5 The applicable assessment rating calculator will then be used to add the scores and calculate a final KPA score.
- 9.3.6 An overall rating is calculated by using the applicable assessment-rating calculator. Such overall rating represents the outcome of the performance appraisal.

10. MANAGEMENT OF EVALUATION OUTCOMES

- 10.1 The evaluation of the Employee's performance will form the basis for rewarding outstanding performance or correcting unacceptable performance.
- 10.2 A performance bonus ranging from 5% to 14% of the all-inclusive remuneration package will be paid to the Employee in recognition of outstanding performance to be constituted as follows:
 - 10.2.1 A score of 130% to 149% is awarded a performance bonus ranging from 5% to 9% and a score of 150% and above is awarded a performance bonus ranging from 10% to 14%.
 - 10.2.2 Should an employee incur unauthorised, irregular, fruitless and wasteful expenditure he/she will not receive a performance bonus for that particular financial year.
- 10.3 In the case of unacceptable performance, the Employer shall:
 - 10.3.1 Provide systematic remedial or developmental support to assist the Employee to improve his performance; and
 - 10.3.2 After appropriate performance counselling and having provided the necessary guidance and / or support as well as reasonable time for improvement in performance, the Employer may consider steps to

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terminate the contract of employment on the grounds of unfitness or incapacity to carry out his duties.

11. CONSTRAINTS

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12. DISPUTE RESOLUTION

- 12.1 In the event that the Employee is dissatisfied with any decision or action of the Employer in terms of this agreement, or where a dispute or difference arises as to the extent to which the Employee has achieved the objectives and performance targets established in terms of this agreement, the Employee may meet with the Employer with a view to resolving the issue. At the Employee's request the Employer will record the outcome of the meeting in writing.
- 12.2 In the event that the Employee remains dissatisfied with the outcome of that meeting, he may refer a formal dispute for mediation to the Mayor of the Ulundi Local Municipality which, rendered within 30 (thirty) days of receipt of the formal dispute, shall be final and binding on both parties.

13. GENERAL

- 13.1 The contents of this performance agreement must be made available to the public by the Employer in accordance with the Municipal Finance Management Act, Act 56 of 2003, and Section 46 of the Systems Act
- 13.2 This performance agreement is written in English; hence English shall be the language of all communication between the two parties. All correspondence between the parties to this agreement and all reports and other documentation shall be submitted in English.
- 13.3 The parties to this agreement record that this agreement constitutes the whole of the agreement and arrangements for the performance of the Employee for the 2021/2022 financial year.

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- 13.4 No agreement varying, adding or deleting from or cancelling this agreement shall have any effect unless reduced to writing and signed by both parties.
- 13.5 Nothing in this agreement diminishes the obligations, duties or accountability of the Employee in terms of his contract of employment, or the effects of existing or new regulations, circulars, policies, directives or other instruments.

	existing or new regulations, circ	culars, policies, directives or other instrum
14.	SIGNATURE OF THE PAI	RTIES
Signe	ed at Ulundi on this 겴! day of .	July 2021
AS W 1. 2.	ITNESSES Income Nacceta	MR R.M. MAZIBUKO
Signe	ed at Ulundi on this 🌅 day of .	JULY 2021
AS W 1.	Viragibare	M.G.ZULU

EVALUATION OF PERFORMANCE

PART A: DEPARTMENTAL PERFORMANCE PLAN

Key Performance Areas	Maximum Score	Agreed Evaluation	Actual Score	Percentage of Maximum Score
TOTAL				

Contribution to Overall Performance Score (80%)

N.G.G., N.W. RM M.S.

PART B: LEADING AND CORE COMPETENCIES

Competency	Weight	Agreed Evaluation	Percentage Score
Strategic Direction and Leadership			
People Management			
Program and Project Management			
Financial Management			
Change Leadership			
Governance Leadership			
Moral Competence			
Planning and Organising			
Analysis and Innovation			
Knowledge and information Management			
Communication			
Results and Quality Focus			
TOTAL			

Contribution to Overall Performance Score (20%)

SUMMARY

Performance Area	Performance Score
Part A: Municipal Performance Plan	
Part B: Leading and Core Competencies	
TOTAL EVALUATION OF PERFORMANCE	

Signed:

Mr R.M. Mazibuko

Date: 31/07/2021

Signed:

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Date: 31/01/202

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PLANNING AND DEVELOPMENT SERVICES

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KPA]			DPL 2 Basic Service Delivery		T.3 Local Economic Development	DPL 4 Local Economic Development	DPL 6 Good Governance and Public Participation	DPL 5.1 Good Govenance and Public Paritipalion	DPL 5.3 Good Governance and Public Participation	DPL 8.3 Good Governance and Public Participation	and Public Participalien	DPL 5.5 Good Governance and Public Participation DPL 5.6 Good Governance	and Pubbic Participation DPL 5.7 Good Governance	and Public Participation 5.8 Good Governance	and Public Participation Good Gevernance	and Public Participation	and Public Participation	Good Governance and Public Parktipation	and Public Participation
	Susa De	8081	305.2	KZNZ46-DPL- DP SO5.2.1	SOTA	KZNZ16-DPL- DP SO7.2	KZNZM-DPL- DP SO 18.1.2	KZNRM-DPL- DP SO 18.12.1	KZH286-DPL. DPI SO 18.12.2	SO 18.12.3 SO 18.12.3 KZNZMA.DPL DPL	5011124	KZN266.DPL DPL SO 18.12.5 KZN286.DPL DPL	SO 18.1.2.4 KZMZ68-OPL- OPL	SO 18.1.2.7 KZN266.DPL . DPL 5.8	SO 18.1.28 KZN266-CS: DPL 6	oracio	50 18.1.10.1	80 18:1 80 18:1 80 18:1 80 18:1 80 18:1 80 18:1	SO 181.1

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Controllado desdásiment sulhan Development Plan Obsessioned from COGTA IDP Assessment Assessment	Promotion of integrated and coordinated descripment within the Mancepality	To ensure that the mune policy remains features by viable		To ensure that the man apaidy remains financially walke		To ensure that the muse pairly remains Financially visible				Ensure the marrienance of sound transfer practices		Premitten of mangested and	with the must path	Premotion of intograled and coordinated to	dho framuncpoley	Premation of integrated and comments	withou the manierpolity	a and velepme	The many party	development strategies and		ä	8.
Development Plan	All derolopment within the Marricipality is guaded by the ID	To effectively and effectedly manage the mune polity's cast	fisw	To officebrely and efficiently manage the municipality's rath		To effectively and efficiently manage the Ahmedpalty's Cash	Flow			To work towards edigeous a Clean Audit Report from the	Auddor-General		restence SDF	Ottom funding to final go the	propine mail formall Planuary Scheme for the whole Managal Area	Ottom funding to findize the	prepare wal-ba-wall Planning Scheme for the whole Managal fores	Oktan funding to findize the Urban Planning Scheme and	Within the interest publy propose watch and Paramag Schous for the whole Managol Area Area Area O comes five the American Area O comes five the American Area	Enforce IICE due coverderation se privent la libe impact conting		22	enstorment caused by the programmes and projects planned and mydomorted within the neuespell area.
ablaned from COGTA IDP Assessment	Promoton of steep tacks nod . All demotornest within the handes of IDP Forms / box coordinated development within haznapality is guaded by the IDP. Standards Engagements held the harmapality.	Callection of Budgeled Revenue	financial year amounting to R100 000 00		271 St. 145 1145 1145 1145 1145 1145 1145 1145	Number of Progress Repails on the Implementation of the		by Head of Department		1		Remew and adaption of the Spales Date	Development Franciseck	Development of CBD Master Plan		Subdistron and consulidation of	Properties in CBD [Layour Amendment]	Uni A Layaul Amendment		Number of Marthly inspectors done within 4 days of mosesson	rospecture from (buildings under conduction)	% of Building Plans approprie	requirements
	Number n/a	Sand Visine	9	Rand Value 8	_	Mumber	u.			Number 12		ol Date		n Dale ruta		Date sr/a		Dole n/a		Number 0		% W	
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over we man to cleaning access ablithmed fit the IDP Accessment by COGIA by 30 June 2022	110P Forum /Stakeholder Engagements heldby 30 June 2022	Collection of budgeted Revenue	for the Lanctionale for 2020/2021 financial year amounting to R158 C00 to by 31 June 2022	Confarmant of operatonal expending	budgetay limits of R37 500 by 30 Jane 2022	12 Merithy Progress Reports on	Her imprementation of the imprementation of the Approved Financial Receiver Plan Janesen Conserved Receivers	labled at a Department's Meeting he Heard of Department's Act 70	June 2022	12 Monthly Phagess Reports on the virillanced showed A.C. Ratio	Plan submitted to the Numerical Memory of Managed		Development Framework by 30 Jung 2022	Development of Draft CBD Mapper	Mass by 30 Jone 2022	Subdition and contabilities of	preparties in CBD (Layout Amendment) by 30 June 2022	Unit A Layout Ameniment by 30		12 Morthly Inspections done	wiffen 4 days of recoving impectors fam (buildings under construction) by 30 June 2022	9	
g w	rla	_	For the Directorate for 2/20/2021 Final Incide year amounting to R37 500 00 by 30 Supkender 2021	Contacment of operational cocondition before technic			the Anglomentation of the	Habited all a Departments Needing Plan Lobled at a Departmental to Head of Departmental	by 30 September 2021	3 Monthly Prograss Rapails on	The empleanentiation of A-G Action Plan schanfied to the	Suptember 2021	524	54				Follow-up contripordance on	Application Advertisement by 31 Agre 2021	3 Monthly mapechans done	within 4 days of seconary importion form (suidings under continuation) by 30 September 2021	190% of Baiding Plans	Approved within 60 days other meeting all the requirements by 30 September 2021
\$0% or mare (DP Credishing Soron authored for the little Assessment by COSTA by 31 December 2021	rļu	Culticlos of busiooks Revenue	for the Brecheale to: 2020/0201 fearnest year conparigo RR37 500 500 by 31 December 2021	Contamination of aparational	topersymato Oudge waters badgethy lents of 1938 522.58 by 3.1 Desember 2021	3 Monthly Process Reports m	the implementation of the	Approved Prancial Recovery Plan tabled at a Deportmental	Mething by Head of Department by 31 December 2023	3 Monthly Progress Reports on	the mylemertaken at A.C. Adon Plan schmitted to the	Municipal Manager by 31 December 2021	Project Work, Plan by 31 December 2021	December of the Line	Schrechen Phodder by 31 Daramber 2021		Assessment of the Applications by 31 Descender 2021	s _t u		3 Meelily respectives does	Minn 4 days of receiving maker megochen form (buildings maker continuation) by 31 December 2021.	Section of the Section	Now Act of Bastrally System of Approved wallen (6 days; et al. meeting all requirements by 3.1 December 2021.
	P,ta	1	Revenue de la bacagación Revenue de la bacagación de 20 20 20 21 familia year Sontuntaria para	Certiferneri of specialisma	expenditure bridget withen budgetay limits of RT 244 263 BU by 31 Klauch 2022	A STATE OF THE PERSON OF THE P	the implementation of the	Approved Festival Recovery Plan tabled at a Decomment	Meeting by Head of Department by 31 Month 2022	3 Monthly Donnton Percent on	the impactation of A-G Attach	Marcoal Manager by 31 March 2022	Adveltagement of Dual, SDF by 31 March 2022				Peter	Crefering on sulls Quarter	Florettor of the outcome of the application advertising period application advertising period		Morthly importants done Within 4 days of recoung importen form (buildings innel comfutualing) by 31 Libera 2027.	100	100 % of Banking Pone approved within 60 days of meting all requeriments by 31 March 2022
Ę	1 IDP Forum	LEDIK	Collection of budgeted Revenue for the Datest 2020/21 financial year amounting to R337 500 (June 2022 Cardinment of assertional	toperoblate budget within budget within budget within budget within 283 696 by 30 Javo 2022		3 Monthly Progress Report	Financial Resp	is a ougamineste inscring by Head of Department by 30 June 2022		3 Mortibly Progress Reports The enplementalism of A-G	Addon Pass su Munepal Mon	Adoption by Counce by 30 Acres 2022		Drail CBD Mayee Plan by 30 Just 2022		Affirmther for the Application From by 30 June 2022		8		3 Mortify impactions done within 4 days of recoving trajection form (buildings infor construction) by 30 since infor construction).	2022	100 % of Backing Phane Spores of within 69 days of meding of requirements by 30 June 2022
	IDP Forum/Estak-holder Historicot held by 311 a.m.	2000	Calletton of budgeted Reverses for the bardetarie for 2020/2 Intercal year Innearting to 873'500'00 by 30	Poorphood	dget within sol R1 244 ann 2022		Monthly Progress Reports on	Frontial Repress Plantabled	neet by 30		3 Mortilly Progress Reports on the enploymentalism of A-G	Addron Plan submitted to the Municipal Manager by 30 Juno	and by 30		re Plan by 30		e Application 2022				and done bookings audings i) by 30 June		Plans Outsign of Onesis by 30
MEC (IDP Assessment letter with Credikalty Soure	Mandaice Regalors	and Minutos of the fi Forum Stateholders	income and income report		Intoine and copendate report		All 24 Agends and Mindes				Progress Reports and Proof of submession		All 24 Project Worll plan.	Wards Arbert Council	12 Progress report Draft CBD master plan		12 Bod Layod Plan and SPLIMA Application From		18 Leller kensal		Inspection Front		Building Plan Register Letter of Approval / Disapproval Letter

DISCLOSURE FORM FOR BENEFITS AND INTERESTS

I, the undersigned (Surrame and Initials) MACIENCO R.M. (Postal Address) P. O. BOX 100 (Public Postal Address) MICHAZANIE ALEA ULUNOT (Residential Address) MICHAZANIE ALEA ULUNOT (Position Held) DIRECTOR! PURNINK & DEVELOPMENT (Name of Municipality) LILINO Tel: 0.35 5745221 Fax 0.35 8.14 3790 hereby certify that the following information is complete and correct to the best of my knowledge: 1. Shares, securities and other financial interests (Not bank accounts with financial institutions.) Number of shares/Extent of financial interest in a trust Name of trust Amount of Remuneration/ Income 2. Interest in a trust Name of corporate entity, Type of business Name of corporate entity, partnership or firm A Remunerated work outside the Municipality (Must be sanctioned by Council.) Name of Employer Type of Work Amount of remuneration/ Income CONFIDENTIAL Council Signature by Meyer or Designate: Date: 31/1/2021 5. Consultancies, Retainerships and Relationships Name of Client Nature Type of business activity received					
(Residential Address) MEHAZANE ALEA, CLUND (Residential Address) MEHAZANE ALEA, CLUND (Position Held) MELECONE PURNINK & DEVELOPMENT (Name of Municipality) LLUND Tel: 035 8/4. 370 hereby certify that the following information is complete and correct to the best of my knowledge: 1. Shares, securities and other financial interests (Not bank accounts with financial institutions.) Number of shares/Extent of financial interest Nature Name of Company/Entity Name of trust Amount of Remuneration/ Income	I, the undersigned (Surna	ime and Initials)		R.1	η
(Residential Address) (Residential Address)	(Postal Address)	J. BOX Z	100		
(Name of Municipality) [Name of Municipality] [Name	(Residential Address)	MKHAZ	ANE ALEA	. (/)	UNDI
Tel: 035 874 5227 Fax: 035 874 570 hereby certify that the following information is complete and correct to the best of my knowledge: 1. Shares, securities and other financial interests (Not bank accounts with financial institutions.) Number of shares/Extent of financial interest in a trust Name of trust Amount of Remuneration/ Income 2. Interest in a trust Name of corporate entity, partnership or firm Name of corporate entity, partnership or firm Amount of Remuneration/ Income 4. Remunerated work outside the Municipality (Must be sanctioned by Council.) Name of Employer Type of Work Amount of remuneration/ Income CONFIDENTIAL Council Signature by Mayer or Designate: Date: 31/7/2021 5. Consultancies, Retainerships and Relationships Name of Client Nature Type of business Value of any benefits received	(Position Held)	ECTOL! P	LANNING &		
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Source of assis	tance De	scriptions of a	ssistance	Value o	of assistance
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7. Gifts and Hos	pitality from a s	ource rather th	an a family me	emher	
Descriptio		Value	an a family in		lember
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NA		PUTE		N)	1
8. Land and Prop					
Description	Extent		ea	Value	
None	_ N	one	None	No	ve
SIGNATURE OF SE	NIOR MANAGEF	R			
DATE:		×			

PERSONAL DEVELOPMENT PLAN

MUNICIPALITY:	ULUNDI
INCUMBENT:	R.M. MACIBUKO
SALARY:	
JOB TITLE:	DREGOR: PLANNING & DEVELOPMENT
REPORT TO:	MUNICIPAL MANAGER
1. What are the competencies requir	red for this job (refer to competency profile of job
description)?	7
)QH
,	
-	
2. What competencies from the above li	st, does the job holder already possess?
	\ F_0
-	
y	

3. What then are the competency ga	ps? (If the job holder possesses all the necessary
competencies, complete No's 5 and 6.)	
7	, 1 7
1	NA
-	
-	
4. Actions/Training interventions to addre	ess the gaps/needs
-	<u> </u>
	<i>Y</i>

Indicate the competencies required for future career progression/development	
6. Actions/Training interventions to address future progression	
7. Comments/Remarks of the Incumbent	
- WA	
8. Comments/Remarks of the supervisor	
Agreed upon	
Signature: Supervisor: N. G. Zuny Date: 31 (07 2021	
Signature: Wash.	

Date of next review: 01 07 2022

Incumbent:

Date:

M. MAYLBUKO